

DEPARTMENT OF TRANSPORTATION AND DEVELOPMENT INTRADEPARTMENTAL CORRESPONDENCE

| | REFERRED FOR ACTION |
|------|-------------------------|
| | ANSWER FOR MY SIGNATURE |
| | FOR FILE |
| | FOR YOUR INFORMATION |
| | FOR SIGNATURE |
| | RETURN TO ME |
| | PLEASE SEE ME |
| | PLEASE TELEPHONE ME |
| | FOR APPROVAL |
| | PLEASE ADVISE ME |
| | |
| BY_ | DATE |
| BY_ | DATE |
| BY _ | DATE |
| | |

MEMORANDUM

(225) 237-12* FAX NO. (225) 237-1390

MINERAL LEASE * PARISH

TO: PATTY O. PARSONS

DOTD FINANCIAL SERVICES ADMINISTRATOR

FROM: *

PROPERTY MANAGEMENT AGENT

DATE: February 26, 2003

SUBJECT:

Enclosed, please find *, dated *, in the amount of \$*, drawn on *, payable to the Department from *.

Please endorse this check over to the Department of Mineral Resources, and return to this office.

/

Attachment

cc: Deborah H. McKneely

| RECOMMENDED FOR APPROVAL | DATE |
|--------------------------|------|
| RECOMMENDED FOR APPROVAL | DATE |
| RECOMMENDED FOR APPROVAL | DATE |

DATE

APPROVED